



213.616.8100
www.HeadshotsByPeggy.com



POLICIES

DEPOSIT: A \$275 **non-refundable** is required to book a session. By booking you agreed to this policy. (the Headshot Strategist® Session is included with your deposit)

BALANCE DUE: Your balance is due the day of your shoot. We take cash, Venmo, Cash App, Apple Pay. *If you rather pay by credit card, let us know and we will send you an invoice, credit card payments are subject to a 3% surcharge.*

RESCHEDULING | LATE ARRIVALS | NO-SHOWS: We allow **rescheduling** ONCE with a minimum of 72-hour notice. *Rescheduling with less than 72-hour notice is considered a cancellation resulting in the loss of your deposit.* If you're **late**, we will do our best, but you will get less shoot time. If you're 30 minutes or more late, this is considered a cancellation and results in the loss of your deposit. There are NO exceptions to this policy. It is always best to arrive early. If you **do not show up**, or you cancel, you will forfeit your deposit. *Honest emergencies can be considered on a case-by-case basis.*

IMAGE DELIVERY: You will receive your **Proofs** within 5 business days of your shoot. Proofs will be in a lower resolution and watermarked. **Final Retouched Images:** will be delivered within 5 business days of you making your selection, these will be high-resolution images without watermarks.

Important Note on File Safety: You should download and save your retouched images on your device. Be aware that the responsibility for preserving your files rests with you. We do save your images, but we cannot guarantee indefinite storage of any images.

USAGE: Your images are released to you under a **Standard Usage Right**. This includes personal use, use on casting sites, printed headshots, social media, LinkedIn, your website, your company's website, business cards, post cards, IMDB, etc... **Contact us regarding publication or use for purposes that result in direct financial gain** (online or print) be aware that we retain the copyright.

FOR PARENTS: For any clients under 18, a parent or legal guardian is **required** to be present at all times. No exceptions.

RE-SHOOTS & REFUNDS: There are NO re-shoots or refunds for any reasons other than technical issues/malfunctions.

IMPORTANT: We are committed to creating an environment that is safe, welcoming, and respectful to all individuals. We have a **ZERO TOLERANCE policy** for hate speech, actions, harassment, both blatant &/or subtle. Should anyone choose to act contrary to these principles, they will be asked to leave, and NO REFUND will be issued, and no services or images will be rendered.